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13 May 1983

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 13 May 1983

1. Progress reports on tasks assigned by DCI/DDCI:

The Office of Security report requested by the DDCI regarding progress made by the Department of State's security enhancement program will be forwarded in about two weeks.

2. Items/events of interest:

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c. The National Security Agency's SIGINT Operations Management Group visited the Agency on 6 May for an orientation program.

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e. A new course, "Introduction to ADP," has been developed in response to a demand from the Office of Technical Service for a general overview of data processing concepts and terminology. The course will begin on 19 May.

f. Midcareer Course No. 85 begins on 15 May with 32 students.

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h. Personnel from the Office of Data Processing and the Contracting Official Technical Representative (COTR) for the Technical Analysis Display System (TADS) met with U.S. Air Force personnel on 11 May to discuss the Agency's role in providing the Air Force with hardware to support their TADS installation at Eglin AFB.

i. On 9 May the Security Education Group began the first of several half-day security orientation/briefing sessions to a group of 43 summer-only employees.

j. Briefcase/package inspections were conducted at Headquarters on 4 and 5 May. One incidence of possible mishandling of classified information was discovered at each of these inspections; further investigation/adjudication is being conducted.

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1. On 2 May, [redacted] was awarded a Letter Contract in the amount of \$150,000 to facilitate the performance of approximately two months of preliminary design effort pending the final cost negotiations for the development of the Logistics Integrated Management System (LIMS).

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m. The Deputy Director for Administration is hosting the Brookings Institute luncheon and conference at Headquarters on 13 May.

3. Significant activities anticipated during the coming week:

None.

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EO/DE [redacted] cn (13 May 1983)

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Harry E. Fitzwater

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